

**WAUKESHA COUNTY DEPARTMENT OF PARKS AND LAND USE**

Division of Environmental Health  
1320 Pewaukee Road, Room 260, Waukesha, WI 53188-3868

**LICENSE APPLICATION FOR RESTAURANTS**

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**NAME OF FACILITY**

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**FACILITY ADDRESS**

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**POST OFFICE**

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**ZIP CODE**

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**NAME OF OPERATOR (LICENSEE)**

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**TELEPHONE NUMBER**

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**MAILING ADDRESS**

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**POST OFFICE**

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**ZIP CODE**

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**REASON FOR APPLICATION:**    ☐ New Facility       ☐ Change of Operator       ☐ Other

NOTE: FEE SCHEDULE AND RESTAURANT CATEGORY DEFINITIONS ARE ON BACK SIDE OF APPLICATION. THE PRE-LICENSING INSPECTION FEE APPLIES TO ALL NEW OR CHANGE IN OPERATOR OF RESTAURANTS IN THE THREE CATEGORIES OF OPERATION. RESTAURANT MUST BE INSPECTED AND APPROVED PRIOR TO OPENING FOR BUSINESS.

**Type of Restaurant****License Fee****Pre-inspection Fee**☐ *Category 1*

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☐ *Category 2*

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☐ *Category 3*

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☐ *Temporary Restaurant*

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☐ *Additional Food Prep. Facility*

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**Total Fees Due \$**

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If change of operator, give the name of the former operator and the name of the business: \_\_\_\_\_

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**Name of Person Responsible for Operation of Facility**

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**Telephone Number**

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**Signature of Owner/Agent Completing Application**

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**Date**

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**Telephone Number**

Submit this application with the appropriate fees to:

Waukesha County Department of Parks and Land Use  
Division of Environmental Health  
1320 Pewaukee Road, Room 260, Waukesha, WI 53188-3868.

The license period is from July 1 through June 30 annually and license fees are not prorated. If you have any questions, contact the Waukesha County Department of Parks and Land Use at (414) 896-8300.

## **DEFINITIONS**

**“Category 1 restaurant”** shall mean a restaurant having individually wrapped, hermetically-sealed single food servings with preparation limited to heating and serving with single service utensils. Examples: Taverns, motels, and amusement arcades.

**“Category 2 restaurant”** shall mean a restaurant which may serve potentially hazardous foods where there is a rapid turnover between food preparation and food service. Holding of hot and cold potentially hazardous food is restricted to single meal service. Examples: Fast food restaurants, submarine sandwich restaurants, pizza parlors, taverns with grills, and coffee shops.

**“Category 3 restaurant”** shall mean a restaurant serving potentially hazardous foods that require extensive food preparation, which may include manual handling, cooling, reheating, holding of hot and cold potentially hazardous food, transportation of hot or cold ready-to-eat meals, and preparation of foods several hours or days before service. Examples: Full menu restaurants, caterers, delicatessens and institutional food service.

**“Temporary restaurant”** means a restaurant that operates at a fixed location in conjunction with a single event such as a fair, carnival, circus, public exhibition, anniversary sale or occasional sales promotion.

**“Additional food preparation facility”** means an additional complete food preparation facility in the same building as the primary licensed food preparation facility.

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## **FEE SCHEDULE**

<b><u>Type of Restaurant</u></b>	<b><u>License Fee</u></b>	<b><u>Pre-Licensing Inspection Fee</u></b>
Category 1	\$80	\$40
Category 2	\$250	\$125
Category 3	\$320	\$160
Temporary Restaurant	\$65	
Additional Food Prep. Facility in same building	\$35	